

**UNITED STATES SECURITIES AND EXCHANGE COMMISSION
ATTORNEY VACANCY ANNOUNCEMENT**

This is a Bargaining Unit Position

Announcement No. 04-180-MB	Opening Date: July 13, 2004	Closing Date: July 24, 2004
POSITION TITLE: Trial Attorney (SI)	PROMOTION POTENTIAL: SK-16	
PAY PLAN, SERIES AND GRADE: SK-905-16 - \$131,077 - \$167,934 per annum	NUMBER OF VACANCIES: One	
WORK SCHEDULE: Full Time	SOME TRAVEL MAY BE REQUIRED	
AREA OF CONSIDERATION All Sources Nationwide	ORGANIZATION AND DUTY STATION Boston District Office Trial Unit Boston, MA	

FOR ADDITIONAL VACANCIES THAT MAY BE AVAILABLE VISIT: www.sec.gov/jobs.shtml

SUMMARY OF DUTIES: The incumbent serves as Trial Counsel and is responsible for litigation of complex enforcement cases in the Boston District Office. In addition to conducting and carrying cases to completion, the incumbent works as a member of a trial team and conduct difficult and complex securities law litigation in the Federal Courts and before the Commission. Trains, and leads junior attorneys and other professionals in the course of lengthy litigation; makes decisions regarding all pre-trial, trial and post-trial matters. Provides leadership in the preparation of motions, briefs and other products filed in the court system; participates in case research and preparation and examination of witnesses for trial and/or deposition, and negotiates with opposing counsel.

QUALIFICATIONS REQUIREMENT: (All candidates must meet the minimum requirements as summarized below). *Candidates must meet all eligibility requirements by the closing date of the vacancy announcement.*

Candidates must have served at least 52 weeks at or equivalent to the GS/SK-13 or GS/SK-14 grade level. Must have expert knowledge of the practices and techniques of the securities business gained through legal work experience with Federal securities statutes and must possess a general understanding of other Federal laws, rules and regulations for self-regulatory bodies. Candidates must have legal, decision-making or policy development experience; and work experience which demonstrates the ability to administer and manage complex litigation. Candidates must be an active member of the bar and must so indicate in their application. Please include date of bar admission also. SK-16 candidates may apply for reassignment.

RANKING FACTORS: Candidates who meet the qualification requirements will be evaluated against the following Ranking Factors to determine the best qualified.

1. Demonstrated ability to conduct civil injunctive actions before US District Court Judges.
2. Demonstrated ability to conduct administrative proceedings before Administrative Law Judges.
3. Demonstrated ability to lead the work of others.
4. Demonstrated ability to prepare and review written memoranda, pleadings and other enforcement documents.
5. Knowledge of trial techniques, Federal Rules of Evidence and Federal Rules of Civil Procedure.

EVALUATION METHODS

Candidates who meet the Qualifications Required will be rated on the basis of the Quality Ranking Factors, relevant experience, education, training, supervisory appraisal, job-related awards in accordance with SEC's Merit Promotion Plan.

(SEE REVERSE FOR ADDITIONAL INFORMATION)

HOW TO APPLY

Candidates **MUST** submit: A resume; the Optional Application for Federal Employment-OF-612; or any other written format of your choice which clearly identifies: 1) The announcement number, title and grade of the job you applied for 2) Bar Membership and 3) Information required in the OPM pamphlet "Applying for a Federal Job, including job title, beginning and ending dates of employment (months and year), hours per week worked and salary". Please be sure to include your current position title, series, grade and step and date of last within grade or promotion, if a current federal employee.

You **MUST** also include the following:

1. Separate sheet(s), which clearly address the Quality Ranking Factors. If you do not address the quality ranking factors to clearly describe the extent of your experience, you may be determined ineligible or receive a low rating.

If you are a current SEC or Federal employee, you **MUST** provide:

1. A recent performance appraisal;
2. A copy of an SF-50, Notification of Personnel Action, to verify Federal civil service status and your grade/step/and time-in-grade. Your last promotion or within grade increase SF-50 best indicates how long you have been at a particular grade level.

If you do not provide all the information requested, you may lose consideration for this position. None of these forms will be subsequently loaned or returned to applicants, so candidates should make a copy of what they submit.

FILING APPLICATIONS

Applications should be postmarked and mailed to U.S. Securities and Exchange Commission, Office of Human Resources and Administrative Services, 6432 General Green Way, Alexandria, VA 22312, no later than the vacancy announcement closing date. Hand delivered applications from within headquarters must be personally accepted and date stamped in OHRAS, Mini Personnel Office, Room 1120, Mail Stop 1-3 on or before the vacancy announcement closing date.

Applications received in postage-paid Government envelopes will not be considered and are a violation of Federal law and regulation. In accordance with agency policy, SEC will only accept FAX applications if there is evidence that they were not sent from Federal Government FAX machines. Applicants are reminded of legal prohibition against the use of Government envelopes or other property for other than officially approved activities. These prohibitions are contained in 5 U.S.C. 735.205, 39 U.S.C. and 18 U.S.C.

WHERE TO APPLY

U.S. Securities and Exchange Commission
OAPM, Stop O-1
6432 General Green Way
Alexandria, VA 22312
Attn: Shielyn Kelly
FAX: (703) 914-0571
Phone: (202) 942-7285

ADDITIONAL INFORMATION

Security Clearance: The individual selected may be subject to a security investigation. Favorable results on a Background Investigation may be a condition of employment or selection to another position.

Moving expenses will not be paid.

EQUAL EMPLOYMENT OPPORTUNITY: All candidates will be considered without regard to any non-merit reason such as race, color, sex, age, religion, sexual orientation, national origin, or disability status. SEC provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency's Disabilities Coordinator, OAPM. The decision on granting reasonable accommodation will be on a case-by-case basis.